

**MINUTES OF POLICE AND FIRE COMMISSION
MEETING OF JULY 18, 2019**

4:00 p.m.

Fire Station 10 (820 Malden Avenue)

MEMBERS PRESENT: Daniel Kincaid, Dennis Pope, Stephanie Finn, Selika Ducksworth-Lawton

MEMBERS ABSENT: Disa Wahlstrand

STAFF PRESENT: Police Chief Gerald Staniszewski
Fire Chief Christian Bell
Human Resources Director Victoria Seltun

The Commission convened in open session at 4:01 p.m. Meeting was called to order by President Daniel Kincaid. President Kincaid asked if there were any corrections or additions to the minutes of the Police and Fire Commission meeting held May 10, 2019. No corrections or additions were noted, and the minutes stand approved as circulated.

Chief Staniszewski provided a personnel update. The Police Department currently has four vacancies due to retirements (two) and voluntary separations (two). The Department has two new police officers in training, so they are down six on the street. There is one retirement anticipated before the end of the year. The ongoing recruitment for the department will continue with testing on August 10th and Police and Fire Commission oral interviews on August 30th.

Chief Staniszewski distributed the 2018 Police Department Annual Report. A brief discussion was held regarding the report.

4:07 p.m. Commissioner Ducksworth-Lawton joined the meeting. Commissioner Kincaid welcomed Commissioner Ducksworth-Lawton to her first Commission meeting.

Chief Staniszewski also provided an operational update. The Police Department is currently working on a human trafficking issue within our community and surrounding communities. The victims have been removed from the situation and the businesses have been closed.

Chief Bell provided a personnel update. The Fire Department currently has seven vacancies, soon to be eight vacancies. There are currently three new employees (Sam Maslonka, Michael Shore, and Aaron Kiraly) in the training process that takes three weeks to complete. The Chief also discussed the new Cadet process that was implemented this year and the five trainees that are included in that process.

Chief Bell recommended Engineer Isaac Hahn for promotion to Lieutenant, Firefighter Tim McCaughey for promotion to Lieutenant, Firefighter Christian Meyer for promotion to Engineer, and Firefighter Todd Nutter for promotion to Engineer. Discussion was held. Commissioner Pope made a motion, seconded by Commissioner Ducksworth-Lawton and passed unanimously, to approve the above promotions, effective July 19th, 2019.

Chief Bell also provided an operational update. The Station 5 remodel is almost complete with an updated kitchen, and updated living quarters. Labor contracts expire at the end of the year, so negotiations will start soon. The Fire Department is looking ahead to upcoming CIP projects, including a major remodel at Station #6, and updates at Stations #8 and #9. The third Deputy Chief position was approved temporarily by the City Manager and will go forward to City Council during the budget process later this year. Discussion was held.

At 4:39 p.m., motion was made by Commissioner Finn, seconded by Commissioner Ducksworth-Lawton, and passed by unanimous roll call vote to go into closed session to conduct the formal performance review of the Fire Chief, Chris Bell.

Chief Staniszewski left the meeting at 4:40 p.m.

At 5:58 p.m., motion was made by Commissioner Finn, seconded by Commissioner Ducksworth-Lawton, and passed unanimously to move into open session.

President Kincaid asked if there are any future agenda items. Discussion was held.

At 6:01 p.m., Commissioner Pope left the meeting.

Motion was made by Commissioner Finn to adjourn the meeting, seconded by Commissioner Ducksworth-Lawton, and the meeting adjourned at 6:02 p.m.

The next regularly scheduled Police and Fire Commission meeting is September 19, 2019.

Minutes recorded by Kelly Shea, Police and Fire Commission Secretary.